

Sick Children Policy



RATIONALE

Regular attendance is important for the child. However, there is no advantage in sending a sick child to school. A child may be too ill to participate in activities even without symptoms. A child who is not well requires additional attention from the staff, which creates a burden on and promotes infection between staff and children.

AIMS

- Farmhouse Montessori School recognises the need to maintain a safe, healthy, stimulating environment for children in our care and ensure practices that minimize the spread of infectious diseases.
- Our aim is to highlight information parents will need to meet the N.S.W. Health Department's requirements and to educate and encourage staff, parents and children on practices that will minimize the spread of sickness.

EDUCATION AND CARE SCHOOLS NATIONAL REGULATIONS

| Children (Education and Care Schools) National Law NSW | |
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| 77 | Health, hygiene and safe food practices |
| 88 | Infectious diseases |
| 90 | Medical conditions policy |
| 92 | Medication record |
| 93 | Administration of medication |
| 96 | Self-administration of medication |

RELATED POLICIES

Control of Infectious Diseases

Incident, Illness, Accident and Trauma Policy

Medical Emergency Policy

Administration of Medication Policy

Asthma Management

Epilepsy Management

Diabetes Management

SCOPE

This policy applies to children, families, staff, management and visitors of the School.

IMPLEMENTATION

On enrolment with Farmhouse Montessori School, all parents and carers will be provided with a copy of the Health Policy together with relevant copies of the NSW Health Department information.

Parents are required annually to complete a health questionnaire, which indicates their child's sensitivities or allergies, recurring illness and medication taken. This information should be updated immediately when the parents or carers become aware of any medical problem.

Documented evidence of the child's immunisation status must be provided prior to the child's first day of school and updated each year otherwise an agreement must be signed by the parent/carer to withdraw the child during any outbreak of disease outbreaks.

In the event of an outbreak in the school of a vaccine-preventable disease (e.g. whooping cough, measles) all children who have not been vaccinated for that disease will, as required by the NSW Dept. of Health, be excluded from attending the school until the risk has passed.

Children who have any infectious disease are required to remain absent for the stated number of days or until the condition has cleared up, **whichever is later**.

Parents and Carers must notify the school **on the first day of the child's absence**, and supply on the child's return, a note detailing the reason and relevant dates for the absence. These notes will be filed with the child's records.

Should a child become ill during the course of the day or arrive too ill to participate in the daily activities, the parents/carer or nominated contact, will be notified and required to take the child home. In the meantime the child may need to lie down and checks need to be made on a regular basis regarding temperature and comfort. A staff member will be required to remain with the child until the parent arrives.

The Farmhouse Montessori School has adopted the Staying Healthy in Child Care – Preventing Infectious disease in child care Fifth Edition publication, developed by the National Health and Medical Research Council and the NSW public health unit. We aim to provide families with up to date information regarding specific illnesses and ways to minimise the spread of infection within the School.

We understand that it can be difficult for families to know when their child is sick. Families may experience problems taking time off work or study to care for their child at home. Obtaining leave from work or study can enhance negative attitudes in the workplace which can cause stress on families. Families may also experience guilt when they send their child to care who is not well. However, it is imperative that families preserve a focus not only on the well-being of their own child but also upon the well-being of other children and the child care professionals at the School.

Our Educators and Staff are not medical practitioners and are not able to diagnose whether or not a child has an infectious illness. However, if an infectious illness is suspected, the School may ask the family to collect their child from care as soon as possible or not bring the child to care.

Management and Educators may request families seek medical advice and provide a medical certificate stating that the child is no longer infectious prior to returning to care.

EXCLUSION FROM SCHOOL

CHILDREN ARE REQUIRED TO STAY AT HOME IF ANY OF THE FOLLOWING CONDITIONS EXIST:

FAMILIES RESPONSIBILITY

- The child is in pain
- The child has an above normal temperature – child should be at normal temperature (38 degrees) without medication for 24 hours
- The first 24 hours the child is on antibiotics
- A rash present – unless medically diagnosed as non-infectious
- Conjunctivitis
- Sore throat, swollen glands or persistent cough
- A fresh cold with a cloudy discharge from the nose
- The child is not well enough to eat or play outside
- Vomiting or diarrhoea – child cannot return to school until he/she is free from symptoms after returning to a normal diet for 24 hours
- Any type of communicable disease – for the period specified by the NSW Dept. of Health or until symptoms clear – **whichever is later.**

Should a child suffer a chronic condition (e.g. asthma), symptoms related to this condition should be discussed with the child's Directress including the doctor's case plan for the condition. The Principal may consider whether the School is able to accommodate the child or whether another School may be more suitable.

- When a child has been diagnosed with an illness or infectious disease, the School will refer to Staying Healthy in Childcare (5th Edition) to find the recommended exclusion period and also request a medical clearance from the GP stating that the child is cleared to return to the childcare setting.
- When an infectious disease has been diagnosed, the School will display appropriate documentation and alerts for families including information on the illness/disease, symptoms, infectious period and the exclusion period. (This information can be obtained from Staying Healthy In Child Care 5th Edition)
- Children that have had diarrhoea and vomiting will be asked to stay away from the School for **48 hours** after symptoms have ceased to reduce infection transmission as symptoms can develop again after 24 hours in many instances.

CHILDREN ARRIVING AT THE SCHOOL WHO ARE UNWELL

The Farmhouse will not accept a child into the school if they:

- Are unwell and unable to participate in normal activities or require additional attention
- Have had a temperature, vomiting and/or diarrhoea in the last 24 hours
- Have started anti-biotics in the last 24 hours
- Have a contagious illness or disease

(for more information please see Parent Handbook)

CHILDREN WHO BECOME ILL AT THE SCHOOL

Children may become unwell throughout the day, in which case the Principal, Management and Educators will respond to children's individual symptoms of illness.

- Educators will monitor and document the child's symptoms on the Sickness at School report (Appendix 1)
- A child who has passed a runny stools/vomited whilst at the School will be sent home and may only return once a Doctor's Certificate has been produced or at the discretion of the Principal/Authorised Supervisor.

- Educators will take the child's temperature. If the child's temperature is 38°C or higher, management will contact the child's parents/guardian/emergency contacts as soon as possible to have the child picked up and provide verbal authorisation to administer paracetamol.
- Educators will attempt to lower the child's temperature by
 - Taking off their shoes and socks
 - Applying a cool washer behind their neck and on their forehead
 - Removing extra clothing layers (jumpers etc.)
 - Place the child in a lukewarm bath
- Place the child in a quiet area where they can rest, whilst being supervised
- Continue to document any progressing symptoms
- Complete Illness Record, ensuring the form has been completed correctly and signed by the parent/guardian/emergency contact.

REPORTING OUTBREAKS TO THE PUBLIC HEALTH UNIT

Outbreaks of communicable diseases represent a threat to public health. To prevent outbreaks it is important to monitor the number of people who contract certain infectious diseases and their characteristics, and to work with patients and their doctors to help prevent spread to other people.

The NSW Public Health Act 2010 lawfully requires and authorises doctors, hospitals, laboratories, school principals and childcare centre directors to confidentially notify NSW Health of patients with certain conditions, and to provide the information delineated on the notification forms. Specialist trained public health staff review this information and if necessary contact the patient's doctor, and sometimes the patient, to provide advice about disease control and to complete the collection of information.

All information is held confidentially in order to protect the patient's privacy. Both the NSW and Commonwealth Privacy Acts contemplate the release/disclosure of patient information where it is lawfully required or authorised.

Management is required to notify the local public health unit (PHU) by phone (call 1300 066 055) as soon as possible after they are made aware that a child enrolled at the School is suffering from one of the following vaccine preventable diseases:

- Diphtheria
- Mumps
- Poliomyelitis
- Haemophilus influenzae Type b (Hib)
- Meningococcal disease
- Rubella ("German measles")
- Measles
- Pertussis ("whooping cough")
- Tetanus
- An outbreak of 2 or more people with gastrointestinal or respiratory illness

COMMON COLDS AND FLU

The common cold (Viral upper respiratory tract infections) are very common in children occurring 6-10 times a year on average with the highest number usually being during the first 2 years in child care, kindergarten or school. Symptoms may include coughing, runny nose and a slight temperature.

In circumstances where a child appears to have a cold or flu symptoms, management will determine if the child is well enough to continue at the School or if the child requires parental care.

Our School aims to support the family's need for child care, however families should understand that a child who is unwell will need one-on-one attention which places additional pressure on staff ratios and the needs of other children.

NOTIFYING FAMILIES AND EMERGENCY CONTACT

- It is a requirement of the School that all emergency contacts are able to pick up an ill child within a 30-minute timeframe.
- In the incident that the ill child is not collected in a timely manner or should parents refuse to collect the child a warning letter will be sent to the families outlining School policies and requirements. The letter of warning will specify that if there is a future breach of this nature, the child's position may be terminated.

MANAGEMENT AND EDUCATORS WILL ENSURE

- Effective hygiene policies and procedures are adhered to at all times
- Effective environmental cleaning policies and procedures are adhered to at all times

- All families are given a copy of relevant policies upon enrolment which will be explained by management including; Control of Infectious Diseases Policy, Sick Children policy, Injury and Accident policy and Medical Emergency Policy.
- Any child who registers a temperature of 38°C or above will need to be collected from the School and will be excluded for 24 hours since the last elevated temperature or until the School receives a doctors clearance letter stating that the child is cleared of any infection and able to return to child care.
- A child who has not been immunised will be excluded from the School if; an infectious disease is reported within the School community and that child is deemed to be in danger of contracting the illness. Please refer to our Control of Infectious Diseases Policy.
- Families are notified to pick up their child if they have vomited or had diarrhoea whilst at the School.
- That if the situation or event presents imminent or severe risk to the health, safety and wellbeing of the child or if an ambulance was called in response to the emergency (not as a precaution) the regulatory authority will be notified within 24 hours of the incident.
- That parents are notified as soon as practicable but within 24 hours. Also, details of the condition/situation will be recorded on the Incident, Injury, Trauma and Illness Record.

FAMILIES RESPONSIBILITY

In order to prevent the spread of disease, families are required to monitor their child’s health, in particular:

- | | |
|---|---|
| <ul style="list-style-type: none"> • Runny, green nose • High temperature • Diarrhoea • Red, swollen or discharging eyes • Vomiting • Rashes (red/purple) • Irritability, unusually tired or lethargic • Drowsiness | <ul style="list-style-type: none"> • Lethargy or decreased activity • Breathing difficulty • Poor circulation • Poor feeding • Poor urine output • A stiff neck or sensitivity to light • Pain |
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Families should keep up to date with their child’s immunisation, providing a copy of the updated immunisation schedule to the School.

RETURNING TO CARE AFTER SURGERY

- Children who have undergone any type of surgery will need to take advice from their doctor/surgeon as to when it is appropriate to return to care.
- Children will require a medical clearance stating the child is fit and able to return to the School and participate in daily activities.

SOURCE

- The Business of Childcare, Karen Kearns 2004
- Education and Care Schools National Regulation
- National Quality Standards
- Early Years Learning Framework
- Staying Healthy in Child Care 5th Edition
- National Health and Medical Research Council
- NSW Public Health Unit
- Revised National Quality Standard

REVIEW

| Policy Reviewed | Modifications | Next Review Date |
|-----------------|---|------------------|
| Sept 2018 | New Format and New Logo Sickness at School report attached | Sept 2019 |



Sickness at School Record

Child details

Surname: Given names:

Date of birth: / /
 Age:

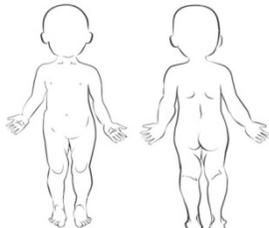
Room/
 group:

Staff
 present:

Illness

Circumstances surrounding child becoming ill, including apparent symptoms:

Time of illness: am/pm Date of illness: / /



- € Abrasion, scrape
- € Bite (Type)
- € Bruise
- € High Temperature
- € Concussion
- € Cut (Location)
- € Rash
- € Sprain
- € Swelling
- € Other (please specify)

Action Taken

Medical personnel contacted: Yes / No If yes, provide details:

Did the child leave school? If Yes at what time?

TIME

TEMPERATURE

TAKEN BY WHOM

AMOUNT OF MEDICATION

NAME OF MEDICATION

ADMINISTERED BY

SIGNATURE

CHECKED BY

SIGNATURE

Details of person completing this record

Name: Signature:

Time record was made: am/pm Date record was made: / /

Notifications (including attempted notifications)

Parent/guardian: Time: am/pm Date: / /

Director/teacher/coordinator: Time: am/pm Date: / /

Regulatory authority (if applicable): Time: am/pm Date: / /

What was the parents reactions?

Parental acknowledgement:

I

(name of parent/guardian) have been notified of my child's illness at school.

What happened?

Action Taken?

Was Medical attention sort? If yes what type

By Whom?

Is a report attached?

Child was collected at Time:

Child was collected by:

(Please print Full Name)

Signature: Date:

(Please return this section to the school office once signed)

